

City of Othello
Regular Council Meeting
May 26, 2009

CALL TO ORDER:

Mayor McKay called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

Present: Mayor Shannon McKay, Councilmembers: Eleanor Brodahl, Ken Caylor, Dan Dever, Kenneth Johnson, Mark Snyder, and Tim Wilson.

Also Present: City Administrator Ehman Sheldon; Department Heads: Mike Bailey, Police Chief Steven Dunnagan, Debbie Kudrna, and Jay Van Ness; and City Attorney Michael Wyman.

Absent Was: Councilmember Marc Spohr.

CITIZEN INPUT

Chamber of Commerce President John Reneau presented the fireworks proposal for the 4th of July. It includes an addition to the display for an extra \$1,000. The \$5,000 fireworks display includes the same firework program as last year. Mayor McKay advised the City has appropriated \$3800 for the fireworks display. The Chamber is working on the 4th of July events. Mr. Sheldon advised that the Fire Department needs to review the contract with Western Display. Mr. Reneau will have a proposal to present to the City next week.

APPROVAL OF AGENDA

Council carried a motion to approve the agenda. M/S Brodahl/Dever.

CONSENT AGENDA:

- A. Approval of City Council minutes of May 11, 2009
- b. Approval of Accounts Payable Checks
- c. Set Public Hearing on the 6-Year Street Plan for June 8, 2009

Accounts Payable was audited and certified by the Auditing Officer, as required by RCW 42.24.080; and those expense reimbursement claims certified and as required by RCW 42.24.090, have been recorded on a listing that has been reviewed by the Council audit committee and is available to the Council.

Expense Claim Check No. 36722 to No. 36768 in the amount of \$136,053.18.

Council carried a motion to approve the Consent Agenda as presented. M/S Wilson/Caylor.

REPORT ON BUILDING & PLANNING DEPARTMENTS

City Planner Darryl Piercy advised that the City has had a contract with SAFEbuilt for one year and he has been the City Planner for 6 months. He provided an update of the activities that have occurred in the Planning and Building Department. SAFEbuilt has undergone some changes and improvements in their customer services. The Building Department has implemented a variety of changes to accommodate the time it takes to review and process a building permit, and provide a high level of customer service. They provide one-day service to requests for building inspections. They also provide a one-week turnaround time for review of building plans. SAFEbuilt accepts electronic versions of building plans. Since the Planning and Building Department has implemented a higher quality of customer service, they have received complementary letters and positive feedback from the community. Seventy permits were issued last year by SAFEbuilt.

Mr. Piercy introduced Michael Barth, the Building Official for SAFEbuilt. Mr. Barth gave a short review of his background and credentials. He advised that his background gives him a good understanding of the whole building and permitting process. SAFEbuilt accepts electronic formats of plans, making it more convenient for their staff review. He advised that if SAFEbuilt receives an inspection request by 4:00 p.m. they schedule the inspection the next day. They have two inspectors for this area.

Mr. Piercy advised that the Planning Commission is working on a training program, which includes: what the planning process is; what their role is within the planning process; how they

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can make well developed decisions; and meet the requirements of the law. They will be reviewing the short course on the Local Planning Program, provided by the Community of Trade and Economic. They will also review the issue of fairness and how to conduct a public meeting, noting they want to be open and receive public input. They also want to open the lines of communication with the City Council and possibly meet during a study session. He noted that the Planning Commission is an essential element for the community and it's important to open the lines of communication with the Council. Internally, the staff is working on a training program. The Building and Planning Department receives a large amount of phone calls on a daily basis and the citizens are receiving daily responses to their inquiries. They have established several goals for the department: working on updating the comprehensive plan; updating the development codes; updating the critical areas ordinance, which has been completed; and working on a site plan review through the Planning Commission. This site plan review will provide a review of plans when there's a change of use or change of ownership. The site plan review process, in conjunction with design standards within our commercial area, could add to the character to the community. Mr. Piercy advised that they have a commitment to be fair, consistent, and predictable with the submitted applications. Next year's challenges include a new cycle of the International Building Code. This will include training the staff and advising the contractors of the building code changes. He also wants to review the City codes to correct any inconsistencies and conflicts of the codes.

OVERLAY & SPORT COURT UPDATE

Municipal Services Coordinator Jay Van Ness reported that both the tennis and basketball courts have been paved and the asphalt is curing. The fence will be installed and the coating will be applied. They are still within the 55 day working clause in the contract. The tennis courts will receive a pre-level. After the contract is complete Public Works will finish the park lawn area. The contractor will apply the coating and paint the existing basketball court and the colors will match the tennis courts. Councilmember Caylor noted that the new basketball court is at a lower elevation than the adjacent handball court and the other basketball court. Mr. Van Ness advised that the ground is not level and Public Works is going to work on the transition between the handball and basketball court. Mayor McKay stated that the plans have been reviewed by the City engineers. He also advised that they are reviewing the use of the handball court.

Mayor McKay explained that the digital clock setting in front of the City Clerk is connected to the new digital recording system.

POST OFFICE REVISION UPDATE

Municipal Services Coordinator Jay Van Ness gave an update on the post office parking revisions. The Post Office will install two fences for traffic and foot control. The City will install a delineator on Main Street, eliminating traffic turning into the new one-way traffic in the internal parking area. A new driveway will be installed on 6th Avenue entrance. The revisions have been reviewed with the Postal Master and changes were made regarding the angle parking stalls and fencing. Councilmember Wilson stated a concern of vehicles having to back out of the parking stalls if there were larger vehicles parked next to them. Mr. Van Ness noted that the traffic is already cautious in this area. Changes will be made to traffic exiting the east City Hall parking lot, allowing a right turn only at the northeast corner of the property.

APPOINT COUNCIL COMMITTEE – CABLE TELEVISION CONTRACT RENEWAL

Mayor McKay advised that the Northland Cable Franchise contract renewal process will begin and asked for a Council Committee. Councilmember Johnson volunteered to be on the contract committee. Mr. Sheldon will ask Councilmember Marc Spohr if he will also be on it. Mayor McKay advised that if Councilmember Spohr cannot be on the committee, he would.

UNFINISHED BUSINESS

Councilmember Caylor noted that Mr. Van Ness has figured the elevation for the City Hall building at 1098.83'. This will become the official elevation. Councilmember Johnson noted that the Council usually passes a resolution to approve a fireworks permit and was concerned of a 30-day

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clause on the permit. It was Council's consensus to approve the fireworks display permit, as long as the Fire Chief has approved it, including adding the extra fireworks, if it can be financed. Councilmember Johnson stated that it has become a safer process to ignite fireworks.

NEW BUSINESS

Mayor McKay made the following announcements:

- Next week is candidate filing week and there are three Council positions and the Mayor's position open for election.
- The pool will open to the public on June 13th.
- At the June 1st Council workshop, there will be a public meeting regarding SR 26/1st Avenue intersection and the SR 24 industrial area project.

ADJOURNMENT

With no further items to discuss, Mayor McKay adjourned the Council meeting at 8:01 p.m.

By: _____
SHANNON MCKAY, Mayor

ATTEST:

By: _____
DEBBIE L. KUDRNA, City Clerk